

CALIFORNIA STATE LIBRARY
LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA)
FISCAL YEAR 2016/2017 STATEWIDE GRANT APPLICATION

ELEMENT 1: BASIC INFORMATION (please see application instructions for additional information)

Applicant Information

- | | | | |
|---|---|--------------|------------|
| 1. Library/Organization
Open California | 2. Library's DUNS Number
039577615 | | |
| 3. Project Coordinator Name & Title
Rob Gunnison, Board Chair | 4. Email Address
rbgunnison@gmail.com | | |
| 5. Business Phone Number
916-444-7665 | | | |
| 6. Mailing Address | | | |
| PO Box or Street Address | City | State | Zip |
| 1220 H Street, Suite 102 | Sacramento | CA | 95814 |

Project Information

- 7. Project Title** California Stories: Oral History in the Digital Age
- 8. LSTA Funds Requested** \$59,329
- 9. Cash Contributions** \$0
- 10. In-Kind** \$0
- 11. Total Project Cost** \$59,329
- 12. California's LSTA Goals** (*Check one goal that best describes the project*)
- | | | |
|--|---|--|
| <input type="checkbox"/> Literate California | <input checked="" type="checkbox"/> Content Creation/Preservation | <input type="checkbox"/> Community Connections |
| <input type="checkbox"/> 21 st Century Skills | <input type="checkbox"/> Bridging the Digital Divide | <input type="checkbox"/> Ensuring Library Access for All |
| <input type="checkbox"/> 22 nd Century Tools | <input type="checkbox"/> Information Connections | |
- 13. Number of persons served** (*Number of persons who use or will benefit directly from this project*) _____
- 14. Primary Audience for project** (*Select all that apply.*)
- | | |
|--|---|
| <input checked="" type="checkbox"/> Adults | <input type="checkbox"/> Pre-School Children |
| <input type="checkbox"/> Families | <input type="checkbox"/> Rural Populations |
| <input type="checkbox"/> Immigrants/Refugees | <input type="checkbox"/> School Age Children |
| <input type="checkbox"/> Intergenerational Groups (Excluding Families) | <input type="checkbox"/> Senior Citizens |
| <input type="checkbox"/> Library Staff , Volunteers and/or Trustees | <input type="checkbox"/> Statewide Public |
| <input type="checkbox"/> Low Income | <input type="checkbox"/> Suburban Populations |
| <input type="checkbox"/> Non/Limited English Speaking Persons | <input type="checkbox"/> Unemployed |
| <input type="checkbox"/> People with Disabilities | <input type="checkbox"/> Urban Populations |
| <input type="checkbox"/> People with Limited Functional Literacy | <input type="checkbox"/> Young Adults and Teens |
- 15. This signature certifies that I have read and support this LSTA Grant Application.**

Library Director Name: Tim Foster **Title:** Executive Director

Mailing Address
(*if different from above*) _____ **City** _____ **Zip** _____

Library Director Signature: _____ **Date:** _____

ELEMENT 2: PROJECT BACKGROUND AND SUMMARY

Describe how this project was identified as a need, how it relates to your library's strategic plan, what will be accomplished if this project is implemented, and how you will know whether your project is successful. Summary should relate to activities in the timeline (Element 4) and include statistical info to support the project.

The oral history profession is in profound transition, from a time when using tape cassettes was innovative, to a time where the field is moving into an increasingly digital, networked, media-rich environment. The implications for practitioners are complex and dynamic. Today oral history creators must not just record histories, they must construct their materials mindful of how they should and will be used, in media-rich online resources that can make history come alive for users.

Through this project, Open California will create oral histories as digital videos, with the goal of developing a model on which future projects can build. Focusing on California public and political figures who were influential during important historical periods, three projects are proposed: 1) U.S. District Court Judge Thelton Henderson (who in 1962 became the Justice Department's first African-American lawyer in the Civil Rights Division); George Steffes (who was Governor Ronald Reagan's legislative director); and the Rutland family in Sacramento (deceased matriarch Eva Rutland's well-known memoir, *When We Were Colored*, traces her life as a middle class black woman born in the segregated south before World War II who moves west to California with her husband and four children after the war; living influential family members include Ginger Rutland, former associate editor of the *Sacramento Bee*, and former state lobbyist William G. Rutland, Jr.). The content created through these projects will be designed for use in curated online exhibits to strengthen public understanding of California's political and social history.

Open California will work with graduate students from the University of California, Berkeley, to create the digital content, using recently developed standards for digital video oral histories. We will visit university-based oral history programs in Los Angeles, Fullerton, Santa Barbara, and Santa Cruz to identify further best practices to inform the design and execution of our project. We will also research and report on possibilities for future collaboration between these programs, to see what can be done to increase public accessibility to oral histories.

Among our accomplishments will be: 3 completed oral histories; documented best practices for digital oral history creation; recommendations for future collaboration amongst California oral history programs; and a model that can be referenced for future projects.

As we believe the content created through this project will shed new light on important periods in California history, it fits in well with the mission of Open California: to inform, enlighten and educate Californians about public policy and state governance, and to provide a platform for engagement with public officials, advocates and political interests. It aligns with California's current 5-Year LSTA plan as follows: Goal IV: Content Creation / Preservation, Program III: Create content using new technologies and mediums as they evolve.

ELEMENT 3: PLANNING AND EVALUATION

Please answer each area concisely and completely. **For section A-F limit to four pages.**

A. Project Intent (*Check only one that best describes the project*)

Lifelong Learning

- ☐ Improve users' formal education
- ☐ Improve users' general knowledge and skills

Information Access

- ☐ Improve users' ability to discover information
- ☒ Improve users' ability to obtain information resources

Institutional Capacity

- ☐ Improve the library workforce
- ☐ Improve the library's physical and technology infrastructure
- ☐ Improve library's operations

Economic & Employment Development

- ☐ Improve users' ability to use resources and apply information for employment support
- ☐ Improve users' ability to use and apply business resources

Human Services

- ☐ Improve users' ability to apply information that furthers their personal, family, or household finances
- ☐ Improve users' ability to apply information that furthers their personal or family health & wellness
- ☐ Improve users' ability to apply information that furthers their parenting and family skills

Civic engagement

- ☐ Improve users' ability to participate in their community
- ☐ Improve users' ability to participate in community conversation around topics of concern

B. Project Purpose – Short statement which answers the questions: we will do what, for whom, for what expected benefit(s).

Through this project, Open California will create oral histories in digital video format, with the goal of developing a model on which future projects can build. Focusing on California public and political figures who were influential during important historical periods, three projects are proposed: 1) U.S. District Court Judge Thelton Henderson; 2) George Steffes; and 3) the Rutland family in Sacramento. The content created through these projects will be designed for use in curated online exhibits to strengthen public understanding of California's political and social history.

C. Anticipated Project Outputs – Measures of services and/or products to be created/provided.

3 oral histories
1 best practices report, with recommendations for collaboration
At least 6 subjects interviewed
At least 4 meetings with university-based oral history projects

D. Anticipated Project Outcome(s) – What change is expected in the target audience's skills, knowledge, behavior, attitude, and/or status/life condition? How will you measure these outcomes? (for examples see attachment B of the application instructions)

This is not an outcomes-based project at this point, though we believe it will have future impacts when the content is made available online.

E. Briefly describe how this project will be financially supported in the future.

The content for this project will be made available in future through the California Revealed web site, as well as the Internet Archive and Calisphere. Future rounds or expansions would be accomplished through additional grant funding as well as partnerships with university-based oral history programs.

F. Activity Information. Activities are action(s) through which the intent or objective of a project are accomplished. Four activity types have been identified, each with select methods to help you describe how you will carry out this project. Indicate activity types that require a significant commitment of resources to the project (representing 10% or more of total project resources).

1. ☐ **Instruction** - Involves an interaction for knowledge or skill transfer and how learning is delivered or experienced. *(Check all that apply and provide a description including whether the format will be in-person, virtual, or both)*
- ☐ Program - Formal interaction and active user engagement (e.g., a class on computer skills).
 - ☐ Presentation - Formal interaction and passive user engagement (e.g., an author's talk),
 - ☐ Consultation - Informal interaction with an individual or group of individuals (library staff or other professional) who provide expert advice or reference services to individuals, units, or organizations.
 - ☐ Other

Description:

2. ☒ **Content** - Involves the acquisition, development, or transfer of information and how information is made accessible. *(Check all that apply and provide a description including whether the format will be physical, digital, or both)*
- ☐ Acquisition - Selecting, ordering, and receiving materials for library or archival collections by purchase, exchange, or gift, which may include budgeting and negotiating with outside agencies (i.e. publishers, vendors) to obtain resources. May also include procuring software or hardware for the purposes of storing and/or retrieving information or enabling the act of experiencing, manipulating, or otherwise interacting with an information resource.
 - ☒ Creation - Design or production of an information tool or resource (e.g., digital objects, curricula, manuals). Includes digitization or the process of converting data to digital format for processing by a computer.
 - ☐ Description - Apply standardized descriptive information and/or apply such information in a standardized format to items or groups of items in a collection for purposes of intellectual control, organization, and retrieval.
 - ☐ Lending - Provision of a library's resources and collections through the circulation of materials (general circulation, reserves). May also refer to the physical or electronic delivery of documents from a library collection to the residence or place of business of a library user, upon request.
 - ☐ Preservation - Effort that extends the life or use life of a living or non-living collection, the individual items or entities included in a collection, or a structure, building or site by reducing the likelihood or speed of deterioration.
 - ☐ Other

Description: We will create three oral histories in digital video format: 1) U.S. District Court Judge Thelton Henderson; 2) George Steffes; and 3) the Rutland family in Sacramento.

3. ☒ **Planning & Evaluation** - Involves design, development, or assessment of operations, services, or resources and when information is collected, analyzed, and/or disseminated. *(Check all that apply and provide a description including whether the format will be in-house or third-party)*
- ☐ Retrospective - Research effort that involves historical assessments of the condition of a project, program, service, operation, resource and/or user group.
 - ☒ Prospective - Research effort that projects or forecasts a future condition of a project, program, service, operation, resource, and/or user group.

Description: At the outset, the project manager will meet with staff from four university-based oral history projects in Los Angeles, Fullerton, Santa Barbara and Santa Cruz, to collect and document best practices that will inform the design and implementation of our project, and to determine ways to collaborate in the future.

4. ☐ **Procurement** - Acquiring or leasing facilities; purchasing equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure. *(Provide a description)*

Description:

ELEMENT 4: GRANT TIMELINE/ACTIVITIES

Show each major project activity and when it will be started and/or completed throughout the project. The timeline should correspond to the activities described in Planning and Evaluation. Please put an X in each pertaining month.

[illegible]

ELEMENT 5: BUDGET

The budget should clearly identify the amounts requested and from what sources.

Budget Category	LSTA	Cash Contribution	In-Kind	Total
Salaries/Wages/Benefits				
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0	\$0
Description:				
Equipment (\$5,000 or more per unit)				
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0	\$0
Description:				
Library Materials				
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0	\$0
Description:				

Budget Category	LSTA	Cash Contribution	In-Kind	Total (B+C+D = E)
Consultant Fees				
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0	\$0
Description:				
Travel				
Proj. manager 4 day trip to LA, Fullerton, Santa Barbara, Santa Cruz	\$1,535	\$0	\$0	\$1,535
Student assistant trips, Sacramento/Berkeley	\$1,284	\$0	\$0	\$1,284
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
Subtotal	\$2,819	\$0	\$0	\$2,819
Description: Project manager trip includes mileage reimbursement (about 1000 miles at \$.535 per mile), hotel/meals for 4 days/nights estimated at \$250 per day. Student assistant trip includes mileage reimbursement (about 160 miles round trip, 5 assistants, 3 trips each, at \$.535 per mile).				
Supplies/Other				
Cameras	\$6,000	\$0	\$0	\$6,000
Tripods	\$750	\$0	\$0	\$750
Camera bags	\$600	\$0	\$0	\$600
Hard cases for travel	\$1,000	\$0	\$0	\$1,000
Light kits	\$3,000	\$0	\$0	\$3,000
Miscellaneous	\$1,500	\$0	\$0	\$1,500
External recorder	\$500	\$0	\$0	\$500
Sales tax at 10% estimated	\$1,335	\$0	\$0	\$1,335
Subtotal	\$14,685	\$0	\$0	\$14,685

Description: 2 Panasonic HC-X1000 cameras, \$3,000 each; 2 Manfrotto Befree Carbon Fiber Travel Tripods, \$375 each; 2 Lowepro Magnum 650 AW camera bags (\$300 each); 1 Pelican 1454 WD camera case and One Fiberbilt by Case Design P508 adjustable tripod case (\$1000 for both); 2 Lowel DV Creator 44 kits with TO-83 cases (\$1500 each); Miscellaneous (SD cards, XLR cables, 2 shotgun mics, 2 boom poles, 3 light stands), 1 Blackmagic Design Video Assist 4K external recorder.

Budget Category	LSTA	Cash Contribution	In-Kind	Total (B+C+D = E)
Contracted Services				
Project manager (Rob Gunnison)	\$22,500	\$0	\$0	\$22,500
Student assistants (5)	\$16,500	\$0	\$0	\$16,500
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
Subtotal	\$39,000	\$0	\$0	\$39,000

Description: Project manager: 15 hours/week, 20 weeks, \$75 per hour. Student assistants: 5 hours/week, 10 weeks, and 10 hours/week, 10 weeks, at \$22/hour.

Project Total	\$56,504	\$0	\$0	\$56,504
Indirect Cost Rate Applied 5 % Indirect Cost	\$2,825	\$0	\$0	\$2,825
Check one: <input type="checkbox"/> No Indirect <input type="checkbox"/> Federally negotiated indirect cost rate * <input checked="" type="checkbox"/> Indirect proposed cost rate * * please attach supporting documentation if required				
Description: Indirect costs include cost for administrative and fiscal staff, workspace, utilities, internet, IT support, office supplies and use of equipment.				
Grand Total	\$59,329	\$0	\$0	\$59,329

ELEMENT 6: ATTACHMENTS

If you have additional resources that support your grant, please attach after this page

ELEMENT 7: INTERNET CERTIFICATION FOR APPLICANT PUBLIC LIBRARIES FY 2016/17

Check the Appropriate Library Type

☐ Public Library ☐ Academic ☐ K-12 ☐ Multi-Type ☐ Special/Other

As the duly authorized representative of the applicant public library, public elementary school library or public secondary school library applying for LSTA funding, I hereby certify that the library is (*check only one of the following boxes*)

- A. ☐ **An individual applicant that is CIPA compliant.**
The applicant library, as a public library, a public elementary school library or public secondary school library, has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act.
- B. ☐ **Representing a group of applicants. Those applicants that are subject to CIPA requirements have certified they are CIPA compliant.**
All public libraries, public elementary school libraries, and public secondary school libraries, participating in the application have complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act. The library submitting this application has collected Internet Safety Certifications from all other applicants who are subject to CIPA requirements. The library will keep these certifications on file with other application materials, and if awarded funds, with other project records.
- C. ☒ **Not Subject to CIPA Requirements.**
The CIPA requirements do not apply because no funds made available under this LSTA grant program will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet.

<u>Open California</u>	<u>California Stories: Oral History in the Digital Age</u>
Library/Organization	Project Name

<u>Tim Foster</u>	<u>Executive Director</u>
Library Director Name	Title

<u>Library Director Signature</u>	<u>Date</u>
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